

Information Technology Advisory Board

November 25, 1998
MEETING MINUTES

ATTENDEES:

Jim Roggero, Co-Chairman	Jeff Falter	Kim Potzmann	Ron Welschmeyer
Mike Backer	Jan Grecian	Mike Salem	Tony Wening
Joyce Backes	Cliff Gronauer	Dave Schroeder	Gerry Wethington
Mike Benzen	Jill Hansen	Jim Schutt	Chris Wilkerson
Rich Beckwith	Russell Helm	Don Slinkard	Mary Willingham
Matt Blotevogel	Carol Knight	Joe Stevenson	Lanny Wingate
Karen Boeger	Bill Perkins	Kevin Stock	Garry Wofford
Carolyn Cook	Rex Peterson	Tom Stokes	
Tim Dwyer	Jim Poole	Mike Wankum	

OPENING REMARKS

Jim Roggero, Co-Chairman, called the ITAB meeting to order at 8:30 a.m. on November 25, 1998 in the Interpretive Center of the Secretary of State's Office.

APPROVAL OF MINUTES

Approval of the October 28, 1998, Information Technology Advisory Board Meeting Minutes.

Jim asked for additions, deletions, or corrections to the October 28, 1998 ITAB meeting minutes. Minutes were approved.

1. CIO Update (Mike Benzen)

A. Salary issue discussed:

No new information at this time.

B. Missouri Relay Service - Mike discussed issues related to dealing with problems for hearing impaired.

He asked Revenue to take a look at the problems involved. Bill Perkins will talk to Sprint on this issue. Lanny Wingate is also currently looking at a statewide contract for voice relays.

C. Training

Mike made mention that training is going well and that two classes are full. Tom Stokes made a correction to web address given out in a previous meeting for technology standards:

www.tracecenter.org

ACTION REQUIRED: None

2. Project Management Update (Tom Stokes)

Reported two classes are full. They are scheduled for December 7 and January 12. Contact Tom to enroll in a 3rd session. Either e-mail or a hand written request is needed.

ACTION REQUIRED: None

3. SAM II Update (Jim Schutt)Steering Committee met November 24. Training was the main issue discussed. Currently there are four

training rooms for training. Another 2 will be added in February 1999 when the two ITEAC classrooms are expected to be ready.

ACTION REQUIRED: None

4. Architectural Standards Update (Larry Seneker)

This committee is meeting weekly. Several of the committee went to Massachusetts for a meeting that was very productive. This committee will be making a presentation to ITAB possibly at the December meeting. Will be enlisting various technical groups throughout the state to help with the application development. Be expecting some of your technical staff to be asked to participate. Website address: www.oit.state.mo.us

ACTION REQUIRED: None

5. Year 2000 Update (Dave Schroeder)

Dave handed out graphs of the progress on Year 2000. As of October 62% back in production. Contact Dave to get on the web site. Year 2000 Coordinator's meeting December 7, at 9 a.m. in the OIT conference Room. Validation requirements will be discussed. The web site has been modified on the State's home page. If something is not out on the website please let Dave know. Network information as far as Y2K information is a little slow. Please check with your network staff to see what they are doing. Mainframe up for testing. Mental Health will be first agency to test. Schedule on that information will be sent to Y2K coordinators.

Mike Benzen mentioned it is very important to complete this task and it may be necessary to give it greater attention. Information on what state's are doing will be presented to Congress.

ACTION REQUIRED: None

6. Data Center Consolidation (Gerry Wethington)

Continue to move toward parallel sysplex. Had a meeting with Gail Wekenborg about efforts that have to happen to complete project. Patrol has retained IBM to identify remaining tasks. Work began on November 17. Expect in the next week to have a report back from IBM. Group will sit down at that point to see what needs to be done. Steven Phillips offered the support of DOLR to make sure efforts are concluded. Thank you Steven.

ACTION REQUIRED: None

7. Prime Vendor Update (Larry Seneker)

Larry mentioned problems getting right equipment to make the PCs ordered. This is a structure of business problem that falls back on GE Capital. Also, if you have a computer to return do so as quickly as possible. There is only a small time frame to get them returned.

ACTION REQUIRED: None

8. Information Technology Education Advisory Committee Update Update (Jim Roggero)

Committee met and reviewed information from O.A. for new facility. A number of lease options were presented. The group recommended choosing a 4 year lease. The design has been approved and submitted. Will probably have more information at the December meeting. O.A. has hired Tom Robbins to be in charge of this facility. Tom will be located at the SAM II site until the new facility is completed. Jim Schutt mentioned that on December 15 O.A. will roll out calendar for SAM II training.

Jim Roggero mentioned less participation in the ITEAC group. He also informed the group aware that Bill Perkins will be chairing the ITEAC group in the future.

There is a need to look at Aspire, an application for training using the Internet and/or Intranet. Some agencies are using vendors that use Aspire. A group will review Aspire December 9 at OSCA at 9 a.m. in training Room 2. Will report at next ITAB meeting the groups thoughts on Aspire.

ACTION REQUIRED: None

9. Internet Update (Tony Wening)

The RFP is on the street and will be presented in December. Suggested your legal folks take a look at an Act of Congress on access providers dealing with copyright information. Liability is on the website.

ACTION REQUIRED: None

10. Internet Support and Service Update (Debbie Wells)

Asked for direction as far as blocking or unblocking information:

A. Unwanted information is a problem and want guidance as to how to handle this problem. Don't know globally what to do. Send to Digital Media group to meet with Debbie and make a recommendation back to ITAB.

B. Access to Newsgroups

These newsgroups are currently being blocked. A motion was made to make this information available to everyone. It was unanimously seconded.

C. Listening to radio over the Internet was discussed. Amend policy for use of audio and put burden on agency. This was viewed as a supervisory problem. Needs to be in the Policy Use statement.

ACTION REQUIRED:

#A. Give to Digital Media group to review with Debbie

B Open Information from Newsgroups

C Approved motion to expand to accommodate to 400

11. Statewide Purchasing Update (Larry Seneker and Dave Schroeder)

A. If you have credit from IBI get what you can by December 20.

B. They are trying to negotiate a favorable maintenance rate with IBI.

C. If you are using PC/SAS the contract may not be renewed. He suggested trying another product. SAS has not been cooperative.

ACTION REQUIRED: None

12. Network Consolidation Study Update (Mike Benzen)

No new information.

ACTION REQUIRED: None

13. User ID and Naming Standards Update (Rex Peterson)

A meeting will be held December 1 at 9 a.m. Will bring standards to next meeting.

ACTION REQUIRED: None

14. Personnel Committee Update (Joyce Backes)

A. Training Coalition Fair in early November was not as well attended as the prior one. Will do better advertising next time.

B. Group from Wisconsin will be coming to look at what Missouri is doing with the training coalition.

C. Classification subcommittee finished their job. They will be available for O.A. Personnel for consultation on classification. This subcommittee will be receiving ITAB's "Making a Difference" award at the December meeting.

ACTION REQUIRED: None

15. IT Recruiting of State Employees Update (Jim Poole)

Group will not have a meeting until December 11 at 1:30, Administration Services conference room. Will have a report at the December 23 ITAB meeting.

ACTION REQUIRED: None

16. New OMB Race/Ethnicity Standards Update (Betty Rottmann/Joyce Backes)

No new development. Joyce will attend a conference first week of December to find out more information.

ACTION REQUIRED: None

REVIEW OF ACTION ITEMS:

1. Digital Media group to review information with Debbie Wells

2. Open access to newsgroups

3. Approved motion to expand to accommodate to 400

OTHER DISCUSSION:

Bill Perkins informed the group about a demo from Tier Consulting at 1:00 on December 3, in the Truman Building Room 510. It will last approximately 2 hours.

A list of committees and subcommittees is needed for review. Larry Seneker has that list.

Next meeting is **December 23, 1998**, at the Secretary of State's Interpretive Center.

Jim Roggero

Co-Chairman